



<b>Job Title:</b>	Executive Director
<b>Organisation:</b>	Community Resources Network Ireland
<b>Salary &amp; hours</b>	€50,000- 60,000; Full time (35 hours per week)
<b>Contract:</b>	12 months fixed term, subject to review & funding
<b>Region:</b>	Dublin based with national travel required

**Closing date for applications:** 11:59pm Sunday, April 21

**Interview date:** Week of April 29

**Expected start date:** Immediate start

*To apply for this role, please send your cover letter and CV to [eoghan@voltage.ie](mailto:eoghan@voltage.ie) no later than 11:59pm on the closing date specified above. Late applications will not be considered.*

*CRNI welcomes diversity in the workplace and promotes equal opportunities.*

### **About Community Resources Network Ireland**

CRNI is the national network of community based reuse and repair organisations.

Our vision is an Ireland where the word 'Waste' doesn't exist and where our entire community benefits from the social, environmental and economic value of all reusable resources. Our aim is to promote community based, sustainable waste management as a practical and effective way of tackling Ireland's growing waste problem.

As a result of CRNI recently being successful in securing a funding grant from the Department of the Environment, Climate and Communications, CRNI is hiring for two new full-time roles to commence this new chapter for the organisation.

The Executive Director will be responsible for spearheading CRNI's promotion and advocacy efforts, driving innovative projects and securing funding, fostering collaboration and knowledge sharing, influencing policy at various levels, enhancing governance structures, building organizational capacity, and diversifying funding sources to ensure the long-term sustainability of the Community Resources Network Ireland.



# Executive Director

## Role Overview:

As the Executive Director, you will be responsible for spearheading CRNI's promotion and advocacy efforts, driving innovative projects and securing funding, fostering collaboration and knowledge sharing, influencing policy at various levels, enhancing governance structures, building organizational capacity, and diversifying funding sources to ensure the long-term sustainability of the Community Resources Network Ireland.

## Key Responsibilities & Duties:

### 1. Policy, promotion and advocacy

- Advocate for the community-based Repair, Reuse, and Recycle Sector through strategic partnerships and communication initiatives.
- Prepare policy submissions on behalf of the network
- Represent the network on a national and international level
- Increase the visibility of CRNI and its members nationally and internationally.
- Participate and engage in national and international working groups to influence local, regional, national, and EU environment and sustainability policies, particularly in waste management and circular economy practices.

### 2. Innovative Projects and Funding:

- Identify, research, and pilot innovative projects to enhance CRNI Member capacity and mainstream the Community Resource Sector.
- Collaborate with strategic partners, including government departments and EU organizations, to research, pilot, and evaluate impactful projects.
- Run pilots and advocate for national integration based on successful project evidence, disseminating findings widely.
- Engage in specific sectoral collaboration initiatives with partners to drive innovation.

### 3. Organisational management and development

- Develop, implement and deliver the network's strategic plans.
- Oversee budgets and expenditure with support of the Finance and Administration Manager.
- Oversee reporting and compliance obligations.
- Prepare funding applications as appropriate.
- Assist with the recruitment of any personnel needed for any network programme as appropriate.
- Line management of network staff and / or contractors as appropriate.
- Act with absolute discretion and confidentiality in relation to company and Board matters.
- Work with the Board to uphold and strengthen CRNI's governance structures and operations. Ensure compliance with regulatory standards, including the Charities Governance Code and statutory requirements.



- Identify and pursue additional funding sources, including opportunities within the EU and national Circular Economy initiatives, submitting relevant proposals to broaden the funding base.

#### **4. Networking, Partnership building and representation:**

- Represent CRNI on relevant groups and committees with associated networks and at conferences.
- Forge stronger partnerships with local entities such as government bodies and environmental groups.
- Actively participate in national and EU environmental forums and programs.
- Present a positive, professional image of CRNI to statutory, voluntary and community sector organisations, funders, elected representatives etc.

#### **Qualifications and Skills:**

- Bachelor's degree in Communications, Business Management, Environmental Studies, or a related field.
- Proven leadership experience in a similar role, preferably within the non-profit or social enterprise sector.
- Strong understanding of circular economy principles, environmental policies, and sustainability practices.
- Understanding of current policies, practices and legislation which have an impact on the Reuse and Repair sector and Circular Economy.
- Experience of the funding landscape and management of successful funding applications.
- Demonstrable people management experience.
- Exceptional project management and strategic planning skills.
- Excellent communication and advocacy abilities.
- Strong project management and organizational skills.
- Excellent interpersonal and relationship-building abilities.
- Knowledge of the voluntary/community sector.
- Demonstrated success in building and maintaining strategic partnerships.
- Familiarity with governance best practices and compliance standards.
- High level of attention to detail.
- Strong IT & organisational skills.
- Good oral and written communication skills.
- Ability to multitask and problem solve.
- Reliable & adaptable with an enthusiastic approach to work.
- Excellent communication, written, verbal and interpersonal skills.
- Ability to work on own initiative and effectively as part of a team.
- Can-do attitude and willingness to learn.